

CHARTER OF THE DEPARTMENT OF ENERGY CRITICALITY SAFETY SUPPORT GROUP

Revised: August 2008

I. BACKGROUND

On July 14, 1997, the Department of Energy (DOE) accepted Defense Nuclear Facilities Safety Board (DNFSB) Recommendation 97-2, *Criticality Safety*. Subrecommendation 8 within Recommendation 97-2 states:

Identify a core group of criticality experts experienced in the theoretical and experimental aspects of neutron chain reaction to advise on the above steps and assist in resolving future technical issues.

The Criticality Safety Support Group (CSSG) was formed in response to Subrecommendation 8 and is composed of persons from DOE staff and contractors having collective knowledge in a broad spectrum of nuclear criticality technology and safety areas. CSSG Work Instructions are attached as Appendix A. The CSSG Membership Policy is attached as Appendix B.

II. MISSION

The primary function of the CSSG is to provide operational and technical expertise to the Department of Energy through the Nuclear Criticality Safety Program (NCSP) manager. The CSSG provides advice and technical support to help meet the criticality safety needs of DOE missions, including stockpile stewardship, materials stabilization, transportation, storage, facilities decommissioning, and waste disposal. The CSSG also makes recommendations for the implementation and execution of the coherent, efficient NCSP administered for the DOE by the National Nuclear Security Administration (NNSA).

The collective CSSG expertise encompasses critical and sub-critical integral experiments, differential nuclear physics measurements, nuclear data evaluation, calculational methods, criticality safety training and qualification, management of criticality safety programs, criticality safety evaluations, and criticality safety consensus standards.

1. OPERATION OF THE CSSG

A. Organization

The Chair of the CSSG is appointed by the NCSP manager and serves a 1-year renewable term. The Chair is responsible for coordinating the activities of the CSSG with the NCSP manager and for reporting these activities to the NCSP manager.

The Deputy Chair of the CSSG is nominated by the membership of the CSSG and appointed by the NCSP Manager. The Deputy Chair serves a 1-year renewable term. The Deputy Chair serves as the Chief Operating Officer of the CSSG and is responsible for tracking deliverables and taskings, developing CSSG funding requests/proposals for the NCSP Manager, documenting meeting results/notes/actions and performing the duties of the Chair when the Chair is absent.

Terms for both the Chair and Deputy Chair begin on the first day of the fiscal year. Either the Chair or Deputy Chair, but not both, may elect to not renew their position at the end of their current term. When

the Chair vacates that position, the Deputy Chair automatically assumes the position of Chair. Both the Chair and Deputy Chair shall provide notice to the NCSP Manager sufficiently in advance of leaving that position to allow for a replacement to be appointed.

The NCSP Manager shall document the reaffirmation of the Chair and Deputy Chair appointments each year.

The CSSG Chair may appoint subcommittees from the CSSG membership to review, report, or act on any matter of concern that comes before the CSSG.

In addition, to supplement the expertise of the CSSG members, the CSSG Chair, with the approval of the NCSP manager, may request other qualified individuals to provide the CSSG with technical expertise for specific tasks.

B. Meetings

The Chair shall call CSSG meetings as needed but no less than two times annually. The presence of the Chair or Deputy-Chair standing in for the Chair is mandatory at CSSG meetings. In addition to the two mandatory CSSG meetings conducted each year, additional meetings may be called by the Chair as necessary. The CSSG also meets regularly via teleconferences arranged by the CSSG Chair and/or by subcommittees appointed by the CSSG Chair.

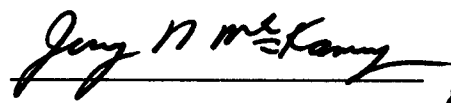
C. Scope of Activities

All tasks and initiatives that require expenditure of NCSP funds by any CSSG member (other than participation in meetings as discussed above) shall be undertaken only after a formal tasking directive from the NCSP manager has been issued to the CSSG Chair.

The CSSG provides technical support to the NCSP manager for the performance of activities supporting the development and execution of the NCSP. Additionally, the scope of CSSG activities also includes the following reviews:

- Activities or conditions that have the potential for serious degradation of nuclear criticality safety at DOE facilities;
- New nuclear facility designs where criticality is a credible hazard;
- New or revised DOE Directives, Standards, and Guides related to criticality safety; and,
- Contractor nuclear criticality safety programs at DOE facilities in support of DOE Line Management.

APPROVED:



8/12/08

Dr. Jerry N. McKamy, NNSA

Nuclear Criticality Safety Program Manager